

## **TERMS OF REFERENCE**

### **Town Strategy Committee**

**MEET** – Wednesdays as required

**CONSTITUTION** – Eight Members, and one half of its Members shall constitute a quorum (four)

All non-Committee Members may attend Committee meetings and speak at the Chairman's discretion, but not vote.

All Committee meetings are open to the public and press, except by resolution where publicity would prejudice the public interest by reason of the confidential nature of the business (Public Bodies (Admissions to Meetings) Act 1960).

**The Town Strategy Committee has delegated authority (Local Government Act 1972 S101) to:**

- Resolve actions incurring expenditure within its budget.
- To prepare estimates of expenditure in October for consideration by the Council via the Establishment Committee.
- To conduct a half yearly appraisal of the budgets based on September figures.
- Review budgets and reserves prior to year-end, determining actions to be required and any virements required.
- To draw up proposals for the long-term strategic planning of Stotfold, taking the statements of the adopted Town Plan and council's corporate strategic plan into consideration.
- To liaise with other organisations to work towards bringing projects to fruition.
- To elect a Chairman of the Town Plan Action Implementation Group (Sub-Committee).
- To report to the community and BRCC (Bedfordshire Rural Communities Charity) on the progress of the Town Plan, following receipt of progress reports from the Sub-Committee.
- Review all documents pertaining to this Committee.

This Committee may make recommendations to the Town Council on relevant matters for which it has no delegated authority and may be given delegated powers by full Council to take action on relevant matters.

Reviewed March 2021